

**HOMES ADVISORY COMMITTEE MEETING**  
**JULY, 24, 2007**  
**RICHMOND**

**PRESENT:** Ranee Armstrong, Monica Boyer, Vivian Brown, Jennifer DeLucio, Noel Hanson, Vicki Kolley, Katrina Lonadier, Donna Mosco, Bill Powell, Debbie Sampson, Loretta Spindler, Michelle Thomas, and Yvette Williams.

The inaugural meeting of the Child Care Homes Advisory Meeting was held on July 24, 2007 from 10:00 am to 12:00 pm. The meeting was held at the Richmond Ivy Tech. Michelle Thomas explained that with the passage of new legislation in 7/07, the Homes Advisory Board was formed to meet quarterly and present an annual report to the Child Care Committee. Bureau staff will be present in an advisory role but will not be voting members.

The group decided that they would wait until the next meeting to elect officers to give people a chance to get to know each other. It was discussed that terms of office should be 2 years. Persons interested in the offices of President, Vice President, and Secretary (Minute Taker) may send e-mails to the other members explaining who they are, their ideas on child care, or why they would be good for a particular position. It was also decided that decisions would be made by majority vote.

An agenda, planned by the Board, will be sent out by the Bureau prior to the meetings. The group decided that all meetings should be held in Indianapolis since it is the central point of the state. The Bureau will schedule rooms in the Indiana Government Center South at 402 W. Washington St., Indianapolis.

The group decided to limit the number of Board participants to approximately 15 but the meetings are open to all providers. Only the Board members will be allowed to vote. At the next meeting the group will decide if more representation is needed.

It was discussed that once the list of Board members is publicized; they may start getting calls from other providers. Members need to explain their role and bring issues to the committee.

Members decided that they would add an extra meeting on 9/25 from 10:00 – 12:00 in the Indiana Government Center South. The room will be announced later. The purpose of this meeting will be to plan for future meetings and elect officers. The October quarterly meeting will be to finalize what issues they want to report to the Child Care Committee. A final list of voting Board Members will be issued at this meeting.

Two issues that were discussed were:

1. Pool locks – it was explained that a pool must have a lock which is a combination or key lock to prevent children from entering the pool area and drowning. Michelle explained the Bureau has an Interpretative Guide that will be available

- online and upon request that will assist State staff with consistency. This will be a living document and will be updated as needed.
2. CCDF – discussion on the need for training of parents regarding POS usage and other issues. Discussion of payments and the use of the POS machines. Michelle stated that in March of 2008, a new payment contractor will begin. Swipe cards will be combined with Food Stamp and TANF cards.

**HOMEWORK:**

- Decision on what officers are needed and their duties i.e. who collects agenda items and writes agenda
- How long should terms of office be
- How are Board positions replaced if someone leaves
- What should Board's Mission Statement be
- What categories of issues should there be i.e. CCDF, Food, Building, Parent Issues, etc.
- Items to present to Child Care Committee and possible solutions

## LIST OF BOARD MEMBERS

Below is a list of people who have been invited or who stated they were interested in becoming Board members:

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